



***State of Connecticut
Department Of Transportation***

***Capital Projects
Construction Manager at Risk (CMR)
Guaranteed Maximum Price (GMP)
Best Value Selection
Procedure Manual***

*State of Connecticut
Department of Transportation*

For Updates and Referenced Documents Visit the CTDOT Website: www.ct.gov/dot

0370 – CMR (GMP) Best Value Selection Procedure Manual

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1.0 Overview of the Requirements for the Selection of a Construction Manager At-Risk (CMR) - Maximum Guaranteed Price (GMP)

In accordance with the requirements of CGS § 13a-95b the Commissioner of the Department of Transportation may enter into a Construction Manager at Risk (CMR) project delivery contract for the construction, renovation or alteration of buildings or facilities.

The CMR will be procured using a two stage Qualifications Based Selection (QBS) process:

1.1 Request for Qualifications (RFQ)

The RFQ submittal concentrates on the qualifications and expertise of the firm and proposed personnel based on past performance on similar projects. RFQ submittals will be reviewed by a CMR Screening Shortlist Panel and scored to produce a shortlist of the most qualified firms.

1.2 Request for Proposals (RFP)

The RFP will be issued to the shortlisted firms and will contain project information based on a 10% to 30% design level, details of the qualitative submittal requirements and details of the sealed cost components requirements. The CMR Selection Procedure utilizes a three (3) step "Best Value Based Selection" Procedure:

- Step 1: CMR's Interview and Evaluation of CMR's Qualitative Criteria Components Submittals.
- Step 2: Public Opening of the CMR's Sealed Cost Components Proposal Submittals.
- Step 3: Best Value Calculation of the CMR's Qualitative Criteria Components Submittals and Sealed Cost Components Proposal Submittals.

The successful CMR proposer will review and participate in design and the production of the construction documents with the CTDOT and Designer during the Preconstruction Stage. The CMR will solicit trade bids on behalf of the CTDOT from trade subcontractors on a competitive basis. The CMR agrees upon a Guaranteed Maximum Price to perform the work identified in the Bid Documents and enters into contracts with these trade subcontractors to perform their trade work.

1.3 Maximum Guaranteed Price (GMP) For the Cost of Construction:

The Commissioner of the Department of Transportation shall only enter into a CMR project delivery contract that provides for a Guaranteed Maximum Price (GMP) for the cost of construction. The GMP shall be determined not later than the time of the receipt of the CMR's Subcontractor Bids and approval by the Commissioner of the CMR's Subcontractor bids.

1.4 Advertisement and Invitation to Bid:

Each Construction Manager at Risk (CMR) shall invite notice of opportunities to bid on trade packages on project elements, by advertising, at least once, in one or more newspapers having general circulation in the state and on the State Contracting Portal. The CMR shall invite bids only from Subcontractors who have prequalified with either the Connecticut Department of Administration Services (DAS) for the DAS Classification that is designated for the specific project or trade or with the Department of Transportation.

1.5 Subcontractor Sealed Bids:

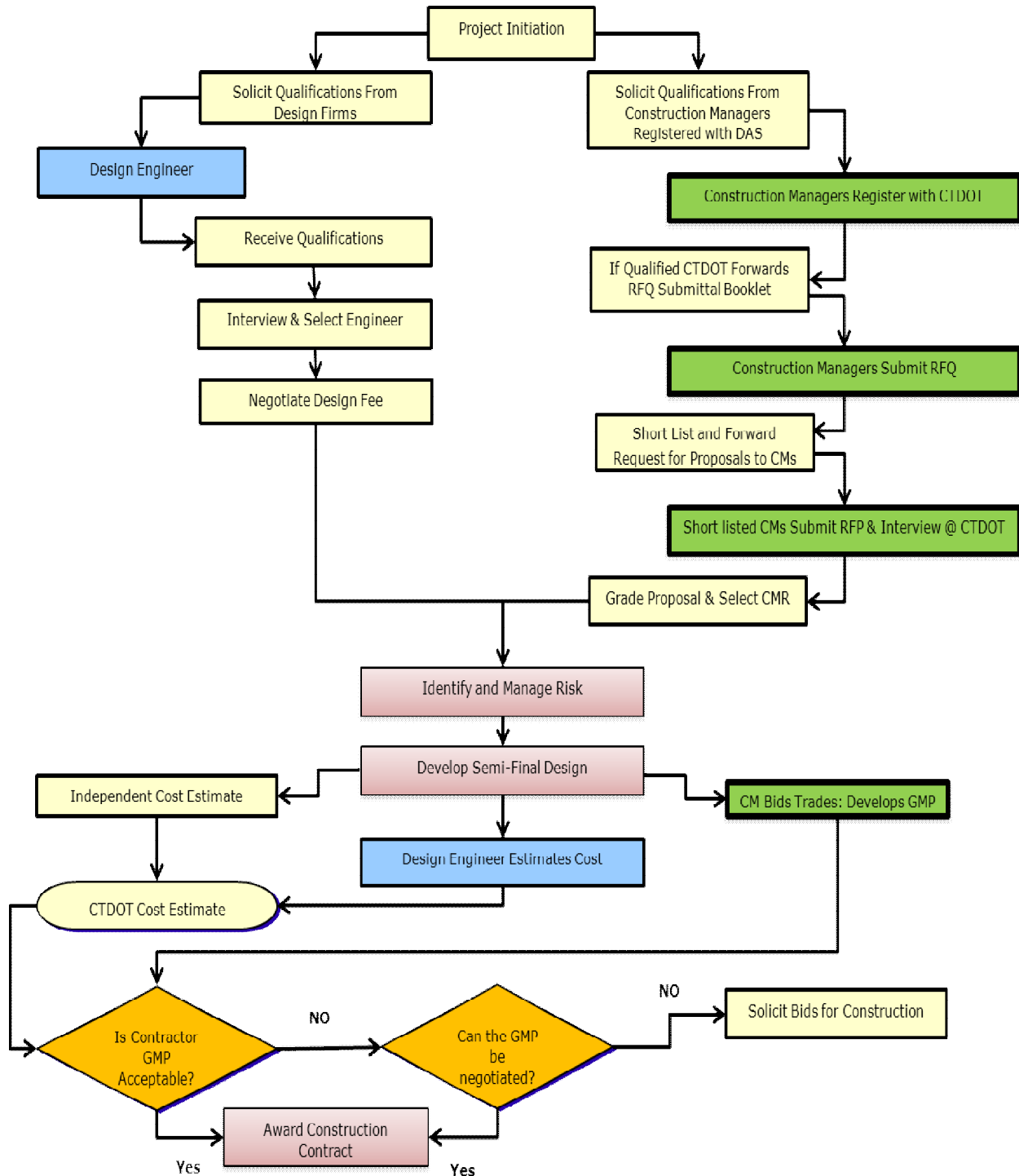
Each bid shall be kept sealed until opened publicly at the time and place as set forth in the notice soliciting such bid.

1.5.1 Lowest Bids/Contract Awards:

The CMR shall, after consultation with and approval by the Commissioner, award any related contracts for project elements to the responsible qualified contractor submitting the lowest bid in compliance with the bid requirements, provided:

- .1 The CMR shall not be eligible to submit a bid for any such project element, and;
- .2 Construction shall not begin prior to the determination of the maximum guaranteed price, except for the project elements of site preparation and demolition that have been previously put out to bid and awarded.

The overall process for procuring and executing a CMR project and the tasks to be carried out by each party are illustrated in the following flowchart:



End
Section 1.0

2.0 Construction Manager at Risk (CMR) Scope of Services

Dependent on the needs of the specific project a CMR can be selected to provide the services for several phases of a project.

2.1 Preconstruction Phase Scope of Services:

The CMR Preconstruction Phase Scope of Services for each specific project will be detailed in the following CTDOT Request for Proposal documents;

- Section 00 52 23 - Standard Form of Agreement Between CTDOT and Construction Manager At Risk (CMR) For Guaranteed Maximum Price (GMP)
- Section 00 54 13 CMR Preconstruction Phase Supplemental Scope of Services.

The CMR shall perform all of the designated Preconstruction Phase Services at each Project's Design Phase Milestones. The CTDOT Engineer shall review the CMR's submittals and approve each Project Element to be implemented on the project

2.1.1 Summary of Examples of Preconstruction Phase Services (Design):

CMR Preconstruction Phase Services may include but are not limited to the following:

- Constructability Reviews;
- Blasting and Pile Driving Report;
- Site Logistics Plan;
- Building Excavation Plan;
- Schedule and Phasing Coordination;
- Cost Control Management;
- Construction Documents Conversion Into Subcontractor Bid Packages.

2.1.2 Summary of Examples of Preconstruction Phase Services (Bid):

CMR Preconstruction Phase Services may include but are not limited to the following:

- Develop the Master Project Schedule;
- Bid to DAS Prequalified Subcontractors for each Bid Package;
- Advertise Bids;
- Issue Subcontractor Bid Packages;
- Conduct Preconstruction Conference(s) and Site Visit(s);
- Process All Addenda;
- Receive Bids from Subcontractors and conduct public bid opening;
- Issue a Guaranteed Maximum Price (GMP);
- Execute Subcontractor Agreements.

2.2 Construction Phase Scope Services:

The CMR Construction Phase Scope of Services for each specific project will be detailed in the following CTDOT Request for Proposal documents;

- Section 00 52 23 - Standard Form of Agreement Between CTDOT and Construction Manager-At-Risk (CMR) For Guaranteed Maximum Price (GMP),
- Section 00 72 23 - General Conditions Of The Contract for Construction– CMR
- Section 01 00 00 - General Requirements – CMR.

2.2.1 Summary of Examples of Construction Phase Services:

CMR Construction Phase Services may include but are not limited to the following:

- Comply with General Conditions - CMR;
- Comply with General Requirements - CMR;
- Conduct Pre-construction Conference;
- Periodic update of the Master CPM Schedule;
- Monthly update of the Schedule of values;
- Review and Prepare Monthly Progress Payment Requests;

- Periodic Update of Project Cash Flow Projections;
- Act as the Project's Prime Liaison;
- Coordinate subcontractors' Requests for Information (RFI's) and A/E RFI Responses;
- Coordinate all change requests and responses;
- Coordinate All Types of Submittals;
- Coordinate All Types of Testing and Inspections;
- Coordinate Sub-contractors;
- Coordinate Sub-contractor's participation in Commissioning (Cx);
- Provide construction trailers, storage, equipment, barriers, and etc.;
- Provide all Necessary On-site Construction Management Personnel;
- Coordinate Substantial Completion and Turn Over
- Closeout Project.
- Support Documentation Collection for CT High Performance Building Submissions.

End
Section 2.0

3.0 CMR Shortlist Procedures

- 3.1 Preparing the Request For Qualifications (RFQ) Advertisement and Legal Notice:**
 The CTDOT Engineer (Engineer) shall begin the CMR Shortlist Procedure by utilizing the following Tasks:

Task RFQ Advertisement Preparation Tasks:	
1.0	CTDOT Engineer completes the RFQ Web Advertisement :
2.0	Submit the completed RFQ Web Advertisement to the CTDOT Manager of Bridges and Facilities by both hard copy (with signatures) and electronic copy- for each contract.
3.0	The CTDOT Manager of Bridges and Facilities shall then transmit these documents via RFQ Transmittal To Commissioner to the Commissioner for an approval signature.
4.0	The RFQ Web Advertisement(s) shall be transferred to Procurement via the RFQ Transmittal To Procurement (multiple projects may be transmitted in one RFQ Legal Notice).

Note:
 CTDOT Manager of Bridges and Facilities will verify that the content of the **RFQ Web Advertisement** conform to the minimum content requirements. CTDOT Manager of Bridges and Facilities will (dependent upon schedule) insert the advertisement date and due date. An RFQ Legal Notice transmitted to the Commissioner for his signature may be a composite summary of multiple projects.

- 3.2 CMR Screening Shortlist Rating Point System:**
 The CTDOT Engineer must indicate on the **RFQ Transmittal** one of the following Screening Rating Point systems to be utilized for the specific contract.

- 3.2.1 Standard Rating Points:** The Screening Criteria Categories have standard rating points (as indicated in the tables below).

- 3.2.2 Approved Adjusted Rating Points:** The Standard Rating Points are allowed to be adjusted only if the Contract meets the following conditions:

- .1 Contract is for services of an unusual nature;
- .2 The Approved Adjusted Rating Points are within the Allowable Point Range as indicated in the tables below.

- 3.2.3 Example CMR Screening Shortlist Criteria Category Point Table:**

Criteria Number	Screening Shortlist Criteria Categories	Standard Rating Points	Allowable Point Range	Approved Adjusted Rating Points
1	Experience with Work of Similar Size and Scope as Required for this Contract	35	35-45	35-45
2	Organizational / Team Structure	30	25-35	25-35
3	Past Performance Data	20	20 (Not Adjustable)	20 (Not Adjustable)
4	Partnering Experience*	15	10-20	10-20
Maximum Total Points per Screening Panel Member		100	100	100

*QBS Selection Evaluations "Partnering Experience" shall refer to the Firm's experience and competence in working as part of a multi-discipline Design-Bid-Build Project, or a multi-discipline Construction Manager At Risk.

3.2.4 Example CMR Screening Shortlist Criteria Standard Point Value Calculations Table:

Criteria Number	Screening Shortlist Criteria Categories (Standard Rating Points)	Standard Grade Point Values			
		A = 100%	B = 80%	C = 60%	D = 0%
1	Experience with Work of Similar Size and Scope as Required for this Contract	35	28	21	0
2	Organizational / Team Structure for this Contract	30	24	18	0
3	Past Performance Data	20	16	12	0
4	Partnering Experience*	15	12	9	0

*QBS Selection Evaluations “**Partnering Experience**” shall refer to the CMR Proposer’s experience and competence in working as part of a multi-discipline Design-Bid-Build Project, or a multi-discipline Construction Manager At Risk Project.

3.2.5 Posting: Advertisements On State Websites:

The **RFQ Web Advertisement** shall be posted on the Connecticut Department of Administrative Services (CT DAS) “State Contracting Portal” Website. The CT DAS Website shall act as the single electronic portal for purposes of posting all contracting opportunities with state agencies in the executive branch. The **RFQ Web Advertisement** also shall be posted on the CTDOT Website and advertised in one or more newspapers having a circulation in each county in the state. The **RFQ Web Advertisement** shall provide interested parties with a CTDOT Web link to the legal submittal requirements and instructions to obtain the requisite forms.

State Advertisement Websites	
CT DAS Website: (State Contracting Portal)	http://das.ct.gov/
CTDOT Website:	http://www.ct.gov/DOT/

3.2.6 CMR Registration:

Interested CMR’s will need to register with both the DAS and the CTDOT:

Firms must be registered as DAS Construction Manager at Risk (**Group to be defined by the Project**)

Interested CMR’s must download and complete a **RFQ Part C Registration form**. This form indicates the CMR’s contact person and current workload. Completed forms are to be submitted to the CTDOT via e-mail as specified on the CTDOT website. The project number must be referenced in the email. Forms will be reviewed and eligible Firms will be e-mailed the RFQ documents.

3.2.7 CMR QBS Submittal Booklet Requirements:

Interested CMR’s shall send their CMR QBS Submittal Booklets to CTDOT Manager of Bridges and Facilities as specified in the **RFQ Web Advertisement** and as stated in **CMR QBS Submittal Booklet Requirements**.

Each CMR shall comply with all submittal requirements, as described in the **RFQ Web Advertisement** and the **CMR QBS Submittal Booklet Requirements** (for the specific type of services required for the project).

3.2.8 Example CMR QBS Submittal Booklet:

The CMR QBS Submittal Booklet Requirements shall include, but not be limited to, the following:

CMR QBS Submittal Booklet Requirements		
Division	Division Title	Document Name
1	Table of Contents	-
2	CMR Letter of Interest	-
3	RFQ Part C Registration	RFQ Part C Registration
4	DAS Pre-qualification Certificates And Major Contractor's License	-
5	Legal Document Requirements	Form 6: Affirmation of Receipt of State Ethics Laws Summary
6	CMR Screening Shortlist Questionnaire	CMR Screening Shortlist Questionnaire
7	CMR Organizational Charts	-
8	CMR Key Personnel Resumes	-

3.2.9 Review of the CMR QBS Submittal Booklets: Reasons For A Deficient Submittal Designation:

The **RFQ Web Advertisement** contains a statement that all **CMR QBS Submittal Booklets** and all the requirements, attachments, etc. must be submitted at the designated location and by the deadline for submittal. Any CMR QBS Submittal Booklets and QBS submittal material such as required supplements, attachments, etc. received after the scheduled deadline shall result in the CMR's submittal being deemed deficient for this contract and their QBS submittal material shall be not be considered for this contract.

CMR's who fail to submit the CMR QBS Submittal Booklets with all of the required information or do not submit this information in the specified format at the designated location by the deadline will be deemed a "Deficient Submittal" for this contract and receive a **Not Shortlisted Letter**. The reasons include but are not limited to the following:

Reasons For A Deficient CMR QBS Submittal Designation
QBS Submittal Booklet Late Submission.
QBS Submittal Booklet Format Deficiency.

Note:

CMR QBS Submittal Booklets and submittal material can be deemed a "Deficient Submittal" at any point during the Selection process.

3.2.10 Review of the CMR QBS Submittal Booklets: Reasons For An Ineligibility Designation:

CMR's deemed "Ineligible" shall receive a **Not Shortlisted Letter**. The reasons a CMR may be deemed "Ineligible" for a specific project include, but are not limited to, the following.

Reasons For An Ineligibility Designation
Affidavits not submitted or correctly completed as per website page instructions.
CMR is not properly licensed in the State (as applicable).
CMR cannot obtain required bonding.
CMR is not properly insured (as applicable).
CMR has been disqualified.

Note:

A CMR can be found ineligible at any point during the Selection process.

3.2.11 CMR Screening Shortlist Panel Members:

For each contract, there shall be a separate Screening Panel and a separate Selection Panel. The Commissioner will appoint **five (5)** panel members for each panel from staff members from within the Department of Administrative Services, Division of Construction Services (DCS) and the Department of Transportation (DOT).

3.2.12 CMR Screening Shortlist Panel Meeting and Panel Members Responsibilities:

.1 **Mandatory Screening Shortlist Panel Meeting:**

There will be a mandatory Screening Shortlist Panel meeting for all Screening Shortlist Panel members that will be coordinated and facilitated by the CTDOT Engineer.

NOTES:

1. CTDOT Engineer will serve as a facilitator for the screening panel meeting, but is not a voting member.
2. CTDOT Manager of Bridges and Facilities shall designate the Screening Panel Chair.

.2 **CMR Screening Shortlist Panel Tasks:**

At the Mandatory Screening Shortlist Meeting the Screening Shortlist Panel Members shall have the responsibility to accomplish the following tasks:

Task No. 1 - Overview of Screening Shortlist Procedures:

- | | |
|------------|--|
| 1.0 | Project Specific Information (Overview by the CTDOT Engineer or Chair). |
| 2.0 | Any Unique Or Technical Issues (Overview by the CTDOT Engineer or Chair and/or Applicable Expert). |
| 3.0 | Screening Shortlist Panel Member Rating Sheet (Overview by the CTDOT Engineer). |
| 4.0 | CMR Screening Shortlist Evaluation Guide (Overview by the CTDOT Engineer). |

Task No. 2 - Review the Screening Documents:

- | | |
|------------|--|
| 1.0 | RFQ – Web Advertisement (Overview by the CTDOT Engineer or Chair). |
| 2.0 | CMR QBS Submittal Booklets (Overview by the CTDOT Engineer or Chair). |

NOTES:

1. A CTDOT Bridges and Facilities Staff Member may leave the screening panel meeting after delivering the screening documents and must not be participate during **Task # 2**.
2. None of the above screening documents shall be allowed to be removed from CTDOT for review at any time prior to or during the screening stage without the approval of the Engineer.

Task No. 3 - Evaluate/Rate All Submittals:

- | | |
|------------|--|
| 1.0 | Screening Shortlist Panel Members shall utilize the Screening Shortlist Panel Member Rating Sheet (and the CMR Screening Shortlist Evaluation Guide to rate the Screening Criteria for all submittals. |
|------------|--|

NOTES:

1. Panel members must rate the submittal qualifications of each individual CMR against the screening guideline rating criteria.
2. Panel members must not rate individual submittal qualifications in comparison to each other.

Task No. 4 - Collect All Screening Panel Member Rating Sheets:

- | | |
|------------|--|
| 1.0 | The CTDOT Screening Shortlist Panel Chair shall collect each Screening Shortlist Panel Member Rating from each panel. |
|------------|--|

Step 1: Compute The Final Scores:

A member of the CTDOT Bridges and Facilities staff shall compute the final scores of each CMR.

Step 2: Computation Verification:

Another member of the CTDOT Bridges and Facilities staff, not involved in the original screening computation, shall independently check the original screening computation for accuracy. The completed **Screening Shortlist Ratings Calculation Spreadsheet** shall be signed by both CTDOT Bridges and Facilities staff members.

3.2.13 CMR Screening Shortlist Records:

All copies of CMR QBS Submittal Booklets shall be returned to the CTDOT Manager of Bridges and Facilities

All rating information shall be treated as confidential and is not releasable until final contract signing and approval by the Office of the Attorney General. Upon execution of the contract, other CMR's may request a copy of the Shortlist Screening Rating Sheets from the CTDOT Manager of Bridges and Facilities.

3.2.14 Not Shortlisted Notification

CTDOT Manager of Bridges and Facilities shall send a **Not Shortlisted Letter** (mail, fax or email) to CMR's notifying them that they have not been shortlisted for this Contract. The letter shall offer the CMR an opportunity for a debriefing once the final contract is negotiated and signed.

3.2.15 Debriefing

All CMR's not Shortlisted that wish to obtain feedback on their initial CMR QBS Submittal Booklets submitted for this Contract may contact CTDOT Manager of Bridges and Facilities and arrange for a debriefing.

NOTE: Debriefings shall **NOT** occur prior to the execution and signing of the CMR Contract for this Project.

***End
Section 3.0***

4.0 CMR Request For Proposals (RFP):

The CTDOT Engineer shall prepare a **CMR Request For Proposals (RFP)** to be sent to each of the Shortlisted CMR's notifying them of the specific Date / Time / Location that the CMR RFP is available. Each CMR RFP is comprised of the following

4.1 CMR RFP Project Information and Components:

The CMR RFP contains the following Project Information and Qualitative Criteria Component Submittal Requirements:

CMR Request For Proposals (RFP) : (Examples)

CMR RFP Project Information:

1. Proposed Key Milestone Schedule;
2. Cost of the Work Budget;
3. Proposed Contract Time in Calendar Days;
4. Project Narrative(s) / Description(s);
5. A/E Design Phase Documents;
6. CMR RFP Evaluation Procedure;
7. CMR Agreement (example);
8. General Conditions - CMR (example).

CMR Qualitative Criteria Components Submittal Requirements:

1. Resubmittal of (CMR) QBS Submittal Booklet;
2. CMR Experience;
3. CMR's Project Organization, Personnel Experience and Qualifications;
4. CMR's Project Approach and Project Plan;
5. CMR's Past Performance on CMR Projects;
6. CMR's Safety Plan and Safety Record;
7. CMR Qualitative Criteria Narrative Requirements;
8. Affidavits and Certification Requirements based on OPM requirements

Sealed Cost Components Proposal Submittal Requirements:

1. CMR Cost Proposal Form;
2. Cost Proposal Worksheet.

Note:

Listed material may not apply to every CMR RFP or may become applicable at a later date.

4.2 CMR Best Value Based Selection Procedure:

The CMR Selection Procedure utilizes a three (3) step "Best Value Based Selection" Procedure.

- Step 1:** CMR's Selection / Interview and Evaluation of CMR's Qualitative Criteria Components Submittals.
- Step 2:** Public Opening of the CMR's Sealed Cost Components Proposal Submittals.
- Step 3:** Best Value Calculation of the CMR's Qualitative Criteria Components Submittals and Sealed Cost Components Proposal Submittals.

End
Section 4.0

5.0 Step 1: CMR's Selection / Interview and Evaluation of CMR's Qualitative Criteria Components Submittals

5.1 CMR Selection / Interview Panel Members:

A Selection / Interview Panel shall be appointed by the Commissioner comprising of staff members from the Department of Administrative Services, Division of Construction Services (DCS) and the Department of Transportation (DOT).

5.2 Mandatory Pre-Selection / Interview - CMR Proposal Review Meeting:

Prior to the Selection / Interview there will be a Mandatory CMR Proposal Review Meeting of the Selection / Interview Panel Members to review the Qualitative Criteria Components of each CMR's RFP Proposal that will be coordinated and facilitated by the CTDOT Engineer.

5.2.1 CMR Proposal Qualitative Criteria Components Review Checklist:

At the Pre-Selection / Interview - CMR Proposal Review Meeting the Panel Members shall have the responsibility to review the following information from the **CMR Proposal Review Guideline / Checklist**:

(Example) CMR Proposal Qualitative Criteria Components Review Checklist:	
The Selection / Interview Panel Members shall review each of the following Tabs of each CMR's QBS Submittal Booklet for Compliance.	
Step 1 Review the Following:	
TAB 2: Letter of Interest: The CMR's Letter of Interest explains why their Firm and their proposed team have the qualifications and past performance to be selected for this specific contract.	
TAB 3: RFQ Part C Registration: <ul style="list-style-type: none"> Verify that the CMR has submitted an RFQ Part C Registration form. 	
TAB 4: DAS Pre-qualification Certificate and DCP Major Contractor's License: <ul style="list-style-type: none"> Verify that CMR has submitted a either a DAS Pre-qualification Certificate and a DAS Update Certificate for the DAS Contractor Prequalification Classification for Construction Manager At Risk (The appropriate group will be as defined by the project) or Verify that CMR has submitted a Connecticut Major Contractor's License issued by the Connecticut Department of Consumer Protection (DCP). 	
TAB 6: CMR Screening Shortlist Questionnaire: <ul style="list-style-type: none"> Each prospective CMR must answer all of the following questions and provide all requested information, where applicable. Any prospective CMR failing to do so may be deemed to be not responsive and not responsible; Negative answers to all other questions will be considered "unsatisfactory"; Answers to the following six (6) questions may cause the prospective CMR to be deemed not nonresponsive. 	
Question No.:	Item Name
1.	License: Has your firm's contractor's license ever been suspended or revoked by the Connecticut Department of Consumer Protection? YES <input type="checkbox"/>, NO <input type="checkbox"/>.
2.	DAS Prequalification Certification; Has your firm ever been deemed not Pre-qualified by DAS for a DAS Classification Construction Manager At Risk (Group A)? YES <input type="checkbox"/>, NO <input type="checkbox"/>.

3.	<p>Construction Management At Risk Experience: <i>(See the CMR's Phone Reference Documentation for the Projects listed in CMR's Response to Question Number 3.)</i></p> <p>In the last ten (10) years, has your firm completed and reached substantial completion on three (3) or more similar type of project having equal or greater size, complexity, and construction dollar value of this project for which subcontractor bids are to be submitted. The prospective CMR must have been the Construction Manager At Risk (CMR) for one (1) of the projects, which shall have been completed through competitive public bidding. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>If yes, provide the following information on such projects.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Note: The CTDOT Engineer shall conduct the CMR's Phone Reference calls.</p> </div>												
4.	<p>Safety / Criminal;</p> <p>4.1 List all willful or serious violations of any Occupational Safety and Health Act (OSHA) or of any standard, order or regulation promulgated pursuant to such act, during the three year period preceding the CMR Screening Shortlisting for this Project.</p> <p>4.2 Has your organization had any criminal convictions related to the injury or death of any employee in the three-year period preceding the CMR Screening Shortlisting for this project? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>4.3 Does your firm have a written injury and illness prevention program? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>4.4 Will your firm have personnel permanently assigned to safety on this project? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>If yes, state the names of all such personnel who will be assigned and individually list their specific duties (if necessary, list additional names in Section 11 Prospective CMR Comments, in this Questionnaire):</p>												
5.	<p>Surety/contracts taken over by surety or unable to obtain bonding;</p> <p>Is your firm able to obtain the required bonding for 100% of the amount of the contract price range or Greater? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>												
6.	<p>Insurance.</p> <p>Is your firm able to obtain the following insurance in the limits stated? (See Article 1.03.07 of the Connecticut Supplemental Specification Section 1.03 Award and Execution of the Contract, January 2013 Supplement.</p> <p>6.1 Commercial General Liability: With respect to the operations the Contractor performs and also those performed for it by subcontractors, the Contractor shall carry, and require each subcontractor to carry, Commercial General Liability insurance, including Contractual Liability, Products and Completed Operations, Broad Form Property Damage and Independent Contractors.</p> <p>Products and completed operations insurance for ongoing and completed operations shall be maintained for a period of one (1) year after the acceptance of the project by the Department in accordance with Article 1.08.14. If underground work is to be undertaken, each policy shall have coverage for and exclusions removed for "Explosion, Collapse and Underground" ("XCU").</p> <p>See chart below for applicable minimum coverage amounts.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">Contract Amount (\$)</th><th style="text-align: left;">Minimum Single Occurrence Amount (\$)</th><th style="text-align: left;">Minimum Annual Aggregate Amount (\$)</th></tr> </thead> <tbody> <tr> <td>0 – 2,000,000</td><td>1,000,000</td><td>2,000,000</td></tr> <tr> <td>>2,000,000 – 10,000,000</td><td>2,000,000</td><td>4,000,000</td></tr> <tr> <td>>10,000,000</td><td>4,000,000</td><td>8,000,000</td></tr> </tbody> </table> <p>YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>6.2 Owner's and Contractor's Protective Liability for and in the Name of the State: With respect to the Contractor's Project operations and also those of its subcontractors, the Contractor shall carry, for and on behalf of the State for each accident or occurrence resulting in damages from (1) bodily injury to or death of persons and/or (2) injury to or destruction of property.</p>	Contract Amount (\$)	Minimum Single Occurrence Amount (\$)	Minimum Annual Aggregate Amount (\$)	0 – 2,000,000	1,000,000	2,000,000	>2,000,000 – 10,000,000	2,000,000	4,000,000	>10,000,000	4,000,000	8,000,000
Contract Amount (\$)	Minimum Single Occurrence Amount (\$)	Minimum Annual Aggregate Amount (\$)											
0 – 2,000,000	1,000,000	2,000,000											
>2,000,000 – 10,000,000	2,000,000	4,000,000											
>10,000,000	4,000,000	8,000,000											

	<p>See chart below for applicable minimum coverage amounts.</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Contract Amount (\$)</th> <th style="text-align: left;">Minimum Single Occurrence Amount (\$)</th> <th style="text-align: left;">Minimum Annual Aggregate Amount (\$)</th> </tr> </thead> <tbody> <tr> <td>0 – 20 Million</td> <td>1,000,000</td> <td>1,000,000</td> </tr> <tr> <td>20 Million - 50 Million</td> <td>2,000,000</td> <td>2,000,000</td> </tr> <tr> <td>>50 Million</td> <td>4,000,000</td> <td>4,000,000</td> </tr> </tbody> </table> <p>YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>	Contract Amount (\$)	Minimum Single Occurrence Amount (\$)	Minimum Annual Aggregate Amount (\$)	0 – 20 Million	1,000,000	1,000,000	20 Million - 50 Million	2,000,000	2,000,000	>50 Million	4,000,000	4,000,000
Contract Amount (\$)	Minimum Single Occurrence Amount (\$)	Minimum Annual Aggregate Amount (\$)											
0 – 20 Million	1,000,000	1,000,000											
20 Million - 50 Million	2,000,000	2,000,000											
>50 Million	4,000,000	4,000,000											
	<p>6.3 Commercial Automobile Liability: The Contractor shall obtain automobile liability insurance covering the operation of all motor vehicles, including those hired or borrowed, that are used in connection with the Project for all damages arising out of: (1) bodily injury to or death of all persons and/or (2) injury to or destruction of property; in any one accident or occurrence. This policy shall not be subject to an annual aggregate limitation. See chart above for applicable minimum coverage amounts. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>												
	<p>6.4 Workers' Compensation Insurance: With respect to all operations the Contractor performs and all those performed for it by subcontractors, the Contractor shall carry, and require each subcontractor to carry, Workers' Compensation insurance as required by the laws of the State of Connecticut.</p> <p>Employer's Liability insurance shall be provided in amounts not less than \$100,000 per accident for bodily injury by accident; \$100,000 policy limit by disease and \$100,000 per employee for bodily injury by disease. Each Workers' Compensation policy shall contain the U.S. Longshoreman's and Harbor Workers' Act endorsement when work is to be performed over or adjacent to navigable water. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>												
	<p>6.5 Railroad Protective Liability Insurance. When the Contract involves work within fifty (50) feet of the railroad right-of-way or State-owned rail property, with respect to Project operations and also those of its subcontractors, the Contractor shall carry, and require each subcontractor to carry, Railroad Protective Liability Insurance providing coverage of at least \$2,000,000 for each accident or occurrence resulting in damages from (1) bodily injury to or death of all persons and/or (2) injury to or destruction of property, and subject to that limit per accident or occurrence, an aggregate coverage of at least \$6,000,000 for all damages during the policy period, and with all entities falling within any of the following listed categories named as insured parties: (i) the owner of the railroad right-of-way, (ii) the owner of any railcar licensed or permitted to travel within that affected portion of railroad right-of-way, and (iii) the operator of any railcar licensed or permitted to travel within that affected portion of the railroad right-of-way, and with the State, if not falling within any of the above-listed categories, also named as an insured party. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>												
	<p>6.5 Protection and Indemnity Insurance for Marine Construction Operations in Navigable Waters: If a vessel of any kind will be involved in Project work, the Contractor shall obtain the following additional insurance coverage:</p> <p>A. Protection and Indemnity Coverage of at least \$300,000 per vessel or equal to at least the value of hull and machinery, whichever is greater. B. If there is any limitation or exclusion with regard to crew and employees under the protection and indemnity form, the Contractor must obtain and keep in effect throughout the Project a workers' compensation policy, including coverage for operations under admiralty jurisdiction, with a limit of liability of at least \$300,000 per accident or a limit equal to at least the value of the hull and machinery, whichever is greater, or for any amount otherwise required by statute. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>												
	<p>6.6 Builders Risk Insurance. For Facilities construction projects, the Contractor shall maintain comprehensive replacement cost builder's risk (completed value) insurance providing coverage for the entire work at the Project site, including all fixtures, machinery and equipment, any heating, cooling and constituting a permanent part of the building and shall cover portions of work located away from the site, but intended for use at the site. If it is determined that all or a portion of the project is located within an area designated as a Special Flood Hazard Area, the Contractor shall maintain flood insurance (no less than</p>												

	<p>\$10,000,000 sublimit). The State of Connecticut shall be named as Loss Payee. Equipment breakdown coverage may be sub limited to 50% of the project cost. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>
	<p>6.6 Blasting. When explosives are to be used in the Project, the Commercial General Liability insurance policy shall include XCU coverage, in the same limits as the per occurrence policy limits. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>
	<p>6.6 Professional Services Liability. If required, limits will be specified in Article 1.03.07 of the Special Provisions of the Contract or Article 1.05.02 YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>
	<p>6.7 Umbrella Liability Insurance: The Contractor may satisfy the minimum limits required for Commercial General Liability and Automobile Liability Insurance using Umbrella Liability Insurance. In the event that the Contractor obtains Umbrella Liability Insurance to meet the minimum coverage requirements for Commercial General Liability or Automobile Liability Insurance coverage, the Umbrella Liability Insurance policy shall have an annual aggregate at a limit not less than twice the single occurrence and must specifically endorse the State of Connecticut as an additional insured. Specifically for Bridge Projects with a low bid equal to or higher than \$80,000,000, the Umbrella Liability Insurance policy must have a minimum limit of at least \$25,000,000. YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p>
7.	Claims History: (Information submitted for informational purposes only):
8.	Affirmative Action:
	<p>8.1 Does your firm have a written affirmative action program for employment? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>If yes, provide a copy of the written program.</p>
	<p>8.2 Does your firm have a written affirmative action program for the use of subcontractors and suppliers that are Minority Business Enterprises (MBE's), Woman Business Enterprises (WBEs), or Small Business Enterprises (SBE's)? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>If yes, provide a copy of the written program.</p>
9.	Quality Assurance/Quality Control:
	<p>Does your firm have a written quality assurance program? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>If yes, provide a copy of the written program.</p>
10.	Prior Disqualification: (Information submitted for informational purposes only)
	<p>10.1 Has your firm ever been formally disqualified from performing work for the State Of Connecticut? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>If yes, provide information for each such disqualification</p>
	<p>10.2 Has your firm ever been formally disqualified from performing work for any contracting entity other than the State of Connecticut? YES <input type="checkbox"/>, NO <input type="checkbox"/>.</p> <p>If yes, provide information for each such disqualification</p>
TAB 7: CMR Preconstruction Phase Key Personnel:	
7.1	Preconstruction Services Organizational Chart: Submit a proposed organizational chart the indicating the names and roles of Key Personnel that shall provide Preconstruction Scope of Services as described in Section 00 54 13 Construction Management At Risk (CMR) Preconstruction Phase Supplemental Scope of Services of the CMR RFP.

	7.2	Resumes: Attach a resume, that includes the following information, for each Key Personnel that provides Preconstruction Services as shown in the Preconstruction Services Organizational Chart that includes all of the following information:
	7.2.1	Position/Job Function Description;
	7.2.2	Staff Member Name;
	7.2.3	Staff Member Title;
	7.2.4	Professional Licenses
	7.2.5	Years Employed By Your Firm;
	7.2.6	Years In Present Position/Job Function.
	7.2.7	Experience

TAB 8 CMR Construction Phase Key Personnel:		
	8.1	Construction Services Organizational Chart: Submit a proposed organizational chart indicating the names and roles of Key Personnel that shall provide Construction Scope of Services as described in the following: <ul style="list-style-type: none"> 00 52 23 - Construction Management At Risk (CMR) Agreement, Article 2 - Construction Manager At Risk Responsibilities; Exhibit B, CMR – GMP Cost Allocation Matrix; 00 72 23, Division 00 General Conditions of the Contract for Construction – CMR; 01 10 00, Division 01, General Requirements – CMR.
	8.2	Resumes: Attach a resume, that includes the following information, for each Key Personnel that provides Construction Services as shown in the Construction Services Organizational Chart that includes all of the following information:
	8.2.1	Position/Job Function Description;
	8.2.2	Staff Member Name;
	8.2.3	Staff Member Title;
	8.2.4	Years Employed By Your Firm;
	8.2.5	Professional Licenses
	8.2.6	Years In Present Position/Job Function.
	8.2.7	Experience

Step 2	
Review the Following:	

CMR Qualitative Criteria Narrative:																	
Read the CMR's Qualitative Criteria Narrative submitted in the CMR's Proposal Narrative for the following Qualitative Criteria Components:																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left; padding: 5px;">Qualitative Criteria Components – Point Scoring Table Outline:</th> </tr> <tr> <th colspan="2" style="text-align: left; padding: 5px;">Qualitative Criteria:</th> </tr> <tr> <td style="width: 5%; text-align: center;">1.</td> <td>Experience.</td> </tr> <tr> <td style="text-align: center;">2.</td> <td>Project Organization, Personnel Experience and Qualifications.</td> </tr> <tr> <td style="text-align: center;">3.</td> <td>Project Approach and Preliminary Project Plan.</td> </tr> <tr> <td style="text-align: center;">4.</td> <td>Past Performance on CMR projects, GC Projects, Or Other Relevant Performance Data.</td> </tr> <tr> <td style="text-align: center;">5.</td> <td>Schedule Performance.</td> </tr> <tr> <td style="text-align: center;">6.</td> <td>Safety Record.</td> </tr> </table>	Qualitative Criteria Components – Point Scoring Table Outline:		Qualitative Criteria:		1.	Experience.	2.	Project Organization, Personnel Experience and Qualifications.	3.	Project Approach and Preliminary Project Plan.	4.	Past Performance on CMR projects, GC Projects, Or Other Relevant Performance Data.	5.	Schedule Performance.	6.	Safety Record.
Qualitative Criteria Components – Point Scoring Table Outline:																	
Qualitative Criteria:																	
1.	Experience.																
2.	Project Organization, Personnel Experience and Qualifications.																
3.	Project Approach and Preliminary Project Plan.																
4.	Past Performance on CMR projects, GC Projects, Or Other Relevant Performance Data.																
5.	Schedule Performance.																
6.	Safety Record.																

Step 3	
Review the Following:	

OPM Ethics Form 5:Consulting Agreement Affidavit	
Has the Proposer included a signed copy of the OPM Ethics Form 5:Consulting Agreement Affidavit :	
YES <input type="checkbox"/> , NO <input type="checkbox"/> .	

5.3 CMR Selection Interview:

5.3.1 During Each Selection / Interview:

Each Selection / Interview Panel Member shall take notes on the presentation on the **CMR - Proposal Selection / Interview Rating Sheet** for the purposes of evaluating the presentation in relationship to the five Selection Interview Criteria Categories.

5.3.2 Questions & Answer Period:

Immediately following the Presentation, there will be fifteen (15) minutes of Questions and Answers (Q&A) allotted for follow up questions by the CMR Selection / Interview Panel Members. The CMR presentation and responses to the follow-up questions shall be evaluated and rated by the Selection / Interview Panel Members in accordance with the **CMR-Proposal Selection / Interview Rating Sheet**.

5.3.3 End Of Each Interview:

At the conclusion of the Q&A period, the CMR Proposer shall exit the interview room. After the CMR has exited the Selection / Interview, a brief discussion of the Selection / Interview Panel Members shall take place solely to discuss any question or answer that was confusing or not understood. Each Selection / Interview Panel Member shall then individually note in **PENCIL** their rating of the CMR on each of the criteria on the **CMR-Proposal Selection / Interview Rating Sheet** and give it to the CTDOT Chair at the end of that interview discussion.

5.3.4 At the End Of All Interviews:

All of the individual ratings will be reviewed and discussed as a group at the conclusion all of the presentations. The Selection / Interview Panel Members shall evaluate the individual scoring categories and shall utilize **ALL** of the following information to evaluate and rate each CMR for the following:

- .1 The CMR's overall staffing plan and the Staff Qualifications of key individuals;
- .2 The CMR's overall project approach and general project schedule;
- .3 CMR's Submittal Booklet;
- .4 CMR Qualitative Criteria Narrative Response;
- .5 CMR's Interview Presentation.

5.4 Qualitative Criteria Components – Rating Points Evaluation:

After the review and group discussion each Selection / Interview Panel Member shall then individually mark in **INK** their rating of the CMRs on each of the criteria on the **CMR-Proposal Selection / Interview Rating Sheet** sign it and give the rating to the CTDOT Chair at the end of this discussion.

All Ratings Points Scores shall be A, B, C, or D Grades and shall be based on the following Criteria Component Grading:

5.4.1 Qualitative Criteria Components – Rating Points Table:

Example Qualitative Criteria Components – Rating Points Table:		
Example of Qualitative Criteria:		Points Values
.1	Experience:	10
	The CMR proposer has verifiable construction management at risk experience with a client group that demonstrates the proposer's performance can best satisfy CT-DOT project needs.	
.2	Project Organization, Personnel Experience and Qualifications:	30
	Confirmation that the Proposer's professional and personnel staff who will serve as <u>primary project staff</u> possess appropriate project experience and can demonstrate successful related construction management work experience and construction manager at risk experience; with evaluation emphasis placed on the technical expertise and credentials of the proposed project staff. This evaluation will focus on the proposed project superintendent, plus the field support staff. This same staff shall be identified in the CMR Agreement. [NOTE: 50% of the rating is based on the Superintendent and key "on site" project staff and 50% is based on the balance of CMR Project Organization.]	

.3	Project Approach and Preliminary Project Plan: In the response to the RFP, the proposer shall demonstrate its approach to the construction management at risk process indicating a clear understanding of the purpose, service, scope, and objectives of this RFP. The CMR Qualitative Proposal will include the Proposed Project Plan and General Construction Schedule, plus other detail, as appropriate, for example a preliminary site utilization plan, etc. The submission shall include information related to the CMRs approach and prior success related to Subcontractor Coordination, Management of Sub Contractors, Budget Performance; Schedule Performance, Claims Avoidance, and effective Project Closeout (90 day goal).	15
.4	Past Performance on CMR projects, GC Projects, Or Other Relevant Performance Data: The proposer shall include in the RFP response specific Project Examples, Reference Contracts and other relevant information to allow CTDOT to evaluate the CMR's past performance on related government and / or private sector construction management contracts. [NOTE: CTDOT shall base much of this past performance rating on the material submitted as part of the QBS Submission Package].	15
.5	Schedule Performance: Project Schedule compliance is very important. The CMR proposal shall include examples of past scheduling performance, on time project delivery, in-house scheduling capabilities, and successful schedule recovery on past projects. Related Owner references shall be furnished. Preliminary schedule comments on this project may be included. The RFP Package includes information on the planned projects duration. [The project construction duration may be refined as part of the GMP buy out process.]	20
.6	Safety Record: The CMR Proposers will be rated based on their past safety record and their proposed safety program.	10
Total Possible Qualitative Points		100

5.4.2 Criteria Components Grading:

All Ratings Points Scores shall be **A, B, C, or D Grades** and shall be based on the following Criteria Component Grading:

Grades	Rating Points	Six (6) Qualitative Criteria Components Rating Guide
A	100	Grade is reserved only for a Proposal that exceeds the minimum expectations and requirements of the specific Criteria Component in the Request for Proposals.
B	85	Grade is for a Proposal that completely fulfills the minimum expectations and requirements of the specific Criteria Component in the Request for Proposals.
C	70	Grade is for a Proposal that barely (i.e. within a lower standard) fulfills the minimum expectations and requirements of the specific Criteria Component in the Request for Proposals.
D	50	Grade is for a Proposal that does not properly fulfill the minimum expectations and requirements of the specific Criteria Component in the Request for Proposals.

Note: Any "A" or "D" ratings must be supported by a brief written justification and any CMR Proposer with a majority of "D" Criteria Components Grades from the Selection Panel Members Total Rating Scores shall **NOT** be recommended.

End
Section 5.0

6.0 Step 2: Public Opening of CMR Sealed Cost Components Proposal Submittals:

After the conclusion of all of the CMR Interviews and **Qualitative Criteria Components Rating Evaluation** and in accordance with the Key Milestone Schedule of **Section 00 24 19.2 Project Scope, Proposal Submittal Requirements, Evaluation, And Selection Procedures CMR (GMP)** of the CMR RFP for the project there shall be a Public Opening of each shortlisted CMR's Sealed Cost Components Proposal Submittal.

6.1 Review and Evaluation of the Sealed Cost Component Proposal Submittals:

The following Components shall be reviewed and evaluated for each shortlisted CMR's Sealed Cost Proposal Submittal for compliance with the requirements of the CMR RFP:

7.1.1 Section 00 42 23 CMR Cost Proposal Form;

7.1.2 Cost Proposal Worksheet.

6.2 Not-Responsive Designation:

Failure of a CMR to submit **Sealed Total Cost Components** (including any required affidavits and certifications) by the published Deadline, with the required contents and format, and at the designated location shall result in the CMR Proposer being deemed Not-Responsive for consideration on this Contract.

7.2.1 CMR Total Cost Proposal submittals shall include all work indicated in the CMR Request for Proposal (RFP) **without any exceptions, clarifications, and/or exclusions. Submission of any exceptions, clarifications and/or exclusions SHALL result in the CMR's Proposal being deemed Not Responsive.**

*End
Section 6.0*

7.0 Step 3: Best Value Calculation of the CMRs Qualitative Criteria Components Submittals and Sealed Cost Components Proposal Submittals:

After the Public Opening and evaluation of the *CMRs Sealed Cost Components Proposal Submittals*, and in accordance with the Key Milestone Schedule of *Section 00 24 19.2 Project Scope, Proposal Submittal Requirements, Evaluation, And Selection Procedures CMR (GMP)*, the CMR Best Value Based Selection Calculation Procedure begins.

7.1 CMR Best Value Based Selection Calculation Procedure Summary:

The Best Value CMR Rankings for each CMR Proposer shall be determined as follows:

7.1.1 CMR's Average Total Qualitative Points Calculation:

The CMR's Average Total Qualitative Points of all of the Selection Panel Members Qualitative Point scores is computed for each CMR Proposer.

7.1.2 Quality Incentive Factor:

CTDOT will adjust the Total Average Qualitative Points score via the following Quality Incentive Factors. This reflects CTDOT's preference for the more highly Qualified Firms. Each Firm's Total Average Qualitative Points will be adjusted per the following table:

CMR's Total Average Qualitative Points (Rounded to nearest whole number.)				Quality Incentive Factor		Adjusted CMR's Total Average Qualitative Points (Rounded to nearest whole number.)		
95	→	100	×	1.20	=	114	→	120
90	→	94	×	1.15	=	104	→	108
85	→	90	×	1.10	=	94	→	99
80	→	84	×	1.05	=	84	→	88
70	→	79	×	1.00	=	70	→	79
0	→	69	×	0.00	=	0		

NOTE: If a Firm's Total Cost Proposal is more than 20% below the average of the other two (2) or three (3) Firm's Cost Proposals, then that Firm will be considered "non-responsive". This is to preclude a Firm with an unusually low "Cost Proposal" from distorting the "Cost Per Unit Of Quality" calculations that represent the Firm that will provide the "Best Value" CMR Services necessary for support of estimated "Cost of the Work" of the Project.

7.1.3 Adjusted CMR's Total Average Qualitative Point Calculation:

The Total Lump Sum Proposal Cost In Dollars (\$) is then divided by the Adjusted CMR's Total Average Qualitative Point for each CMR Proposal to determine a Cost Per Unit Of Quality for each CMR.

7.1.4 Lowest Cost Per Unit Of Quality: The CMR Proposal with the Lowest Cost Per Unit Of Quality shall be the deemed the Best Value Proposal.

7.2 CMR Best Value Based Selection Calculation Procedure Summary:

For each CMR Proposer, the Total Cost Percentage shall be applied to the Construction Budget contained in the Part 1 of the CMR RFP to obtain the Total Cost in Dollars.

7.2.1 The Total Qualitative Point average of all of the Selection Panel Members Qualitative Point scores is computed for each CMR Proposer.

7.2.2 The Cost of the Work (Dollars) is the Amount (Dollars) as published in the CMR RFP.

7.2.3 The Total Lump Proposed Cost (Dollars) is then divided by the Adjusted CMR's Total Average Qualitative Point for each CMR Proposal to determine a Cost Per Unit of Quality for each CMR.

7.2.4 The CMR Proposal with the lowest Cost Per Unit of Quality shall be the deemed the Best Value Proposal.

7.3 CMR Best Value Score Calculation (Example):

The following is an example of Best Value Proposal Score Calculation:

CMR Proposer	CMR's Total Lump Sum Proposal Cost In Dollars (\$)	CMR's Average Total Qualitative Points Multiplied By Quality Incentive Factor Equals Adjusted CMR's Total Average Qualitative Points	Cost Per Unit Of Quality	CMR Rankings
A	→ \$7,000,000	÷ 89 X 1.10 = 98	= \$71,229.00	→ 2
B	→ \$7,500,000	÷ 94 X 1.15 = 108	= \$69,444.00	→ 1
C	→ \$6,500,000	÷ 82 X 1.05 = 86	= \$75,581.00	→ 3

NOTE: CTDOT will utilize the sum of **three (3)** cost components in the CTDOT "Best Value Score Calculation" from the **CMR's Total Cost Proposal Breakdown Table** of Section 00 42 23 CMR Cost Proposal Form the as follows:

Item No. 1 Preconstruction Phase Services Cost plus;
 Item No. 2 Construction Phase Services Cost plus;
 Item No. 3 CMR Fee equals;

CMR's Total Lump Sum Proposal Cost In Dollars (\$).

7.3.1 CMR Best Value Proposal Determination:

In the above example the CMR Proposal "B" is determined to be the Best Value Proposal and is selected. It must be noted that in this example that the **lowest** Cost Per Unit Of Quality proposal does not represent the lowest cost submitted, but the lowest cost per unit of quality within the established budget.

- .1 In the event the CMR Agreement award is unsuccessful then the CMR with the next lowest Best Value Cost Per Unit Of Quality proposal is selected.
- .2 Any CMR Proposer with a majority of "D" Criteria Components Grades from the Selection Panel Members Total Rating Scores shall NOT be recommended.

7.3.2 Tie Breaker Protocol:

In the event of a tied score, the CMR Proposer with the lowest Cost per Unit of Quality shall be determined to be the Best Value Proposal. If there still remains a tie then the Best Value Proposal shall be determined to be the one with the highest score in Category 2 of the Qualitative Criteria Components. If there still remains a tie then the Best Value Proposal shall be determined to be the one with the highest score in Category 5 of the Qualitative Criteria Components.

7.4 CMR Selection Notification and Award:

The commissioner shall select a Construction Manager at Risk from among the shortlisted Construction Managers at Risk who are selected and recommended by the CMR Interview/Award Panel. The CTDOT Manager of Bridges and Facilities shall submit a **Commissioner Selection Approval Memorandum** to the CTDOT Commissioner who shall make the final Selection from the list of most qualified Consultants submitted by the CTDOT Manager of Bridges and Facilities. If the CTDOT Commissioner does not select the CMR Proposer with the Best Value Proposal as listed by the CMR Interview/Award Panel, then he or she shall prepare a written explanation of such decision.

7.4.1 Selection Results Notifications:

After the CTDOT Commissioner has made the Selection, the CTDOT Manager of Bridges and Facilities shall send a **Conditional Selection Letter** to the successful CMR. That Unit shall also send a **Not Selected Letter** to all other CMR's who shortlisted but were not selected, and will advise the Selection/Interview Panel Members of the results.

7.4.2 Selection Records:

CMR Submittals shall be returned to the CTDOT Manager of Bridges and Facilities.

All rating information shall be treated as confidential and is not releasable until final contract signing and approval by the Office of the Attorney General. Upon execution of the contract, other CMR's may request a copy of the screening and selection rating sheets from the CTDOT Manager of Bridges and Facilities.

7.4.3 Debriefing:

All CMR's wishing to obtain feedback on their CMR QBS Submittal Booklet, or their interview presentation may request a Debriefing meeting by contacting the CTDOT Manager of Bridges and Facilities. The CTDOT Engineer or another designee is exclusively responsible for conducting a debriefing with CMR's who were not chosen.

NOTE: Debriefings shall **NOT** occur prior to the execution and signing of the CMR Contract for this Project.

7.4.4 Award of CMR Agreement:

When all of the required supplemental CMR Submittal documents have been submitted to CTDOT Engineer and approved then a CMR Agreement shall then be written and processed for approval. Prior to the start of work, the Funds for CMR Pre-Construction Services Cost must be in place and the CMR Agreement must have then been approved by the CTDOT Commissioner, and the Office of the Attorney General.

End
Construction Manager at Risk (CMR)
Guaranteed Maximum Price (GMP)
Best Value Selection
Procedure Manual